

**MINUTES**  
**Boxborough Housing Board**

Thursday, July 9, 2015

7:30 PM

Morse Room, Town Hall, 29 Middle Road

**Housing Board Members Present:** Al Murphy, Chair, Michael Fetterman, Ron Vogel

**Others Present:** Adam Duchesneau, Town Planner; Nathan Robinson,  
Metro West Collaborative Development; Channing Wagg

The meeting was called to order at 7:30 PM.

**I. New Business**

**A. Expiring Use Analysis**

Mr. Robinson went over a PowerPoint presentation (a handout) he had prepared to discuss the Expiring Use Analysis for Boxborough. He noted that surrounding communities all have different situations with regard to their affordable homeownership units. Mr. Robinson then went over the differences between universal deed restrictions and non-universal deed restrictions. He noted it is common for affordable units to be converted to universal deed restrictions at the sale of the unit or when a transaction occurs.

Mr. Robinson and the Housing Board then discussed what marketing and outreach could be performed when affordable units become available, the possibility of implementing a down payment assistance program, and a protocol for handling affordable unit re-sales. Mr. Murphy felt it made sense to have Mr. Robinson move forward in developing a Ready Buyer Program and an Affirmative Marketing Plan for affordable dwelling units.

Mr. Fetterman MADE a MOTION to instruct Metro West Collaborative Development to develop a Ready Buyer Program, including advertisements in newspapers. Mr. Murphy SECONDED the MOTION. All members voted in favor.

Mr. Fetterman MADE a MOTION to instruct Metro West Collaborative Development to develop an Affirmative Marketing Plan for affordable dwelling units in the community when they become available. Mr. Murphy SECONDED the MOTION. All members voted in favor.

**II. Old Business**

**A. Community Preservation Act (CPA) Proposals**

The Housing Board brainstormed ideas for potential projects that could use CPA funds. Mr. Murphy noted that it is difficult to provide housing for households with very low income and for the homeless under the framework of Chapter 40B. Chapter 40B remains economically driven; developers cannot easily provide sufficiently inexpensive housing and still turn a profit. The CPA may provide an opportunity to fund such housing. Mr. Vogel noted it is easy to identify housing problems in town, but it is very difficult to figure out solutions to these problems. There was discussion about a Boxborough voucher program for low-income housing and about reaching out to Habitat for Humanity to gauge their interest in possibly creating a single-family dwelling on town-owned land.

The meeting was adjourned at 9:30 PM on a MOTION that was made by Mr. Fetterman, and SECONDED by Mr. Murphy, with all members voting in favor.

Respectfully submitted by Adam Duchesneau